

# **Minutes of the East Greenwich School Committee**

**Tuesday, October 16, 2012**

**Archie R. Cole Middle School Library**

**100 Cedar Avenue**

**East Greenwich, RI 02818**

**6:14p.m. Executive Session, Mr. Green made a motion to go into executive session for discussion and/or action regarding those items of business exempt from open meetings under General Laws of Rhode Island §42-46-5(a) (1) (2) Custodial negotiations. Mrs. Winters seconded the motion which passed 5-0.**

**Those in attendance were Dr. Deidre Gifford, Chair; Mr. Robert Durant, Vice-Chair (arrived at 6:21p.m.); Mr. David Green; Mr. Jack Sommer; Mrs. Mary Ellen Winters, and Mr. Paul Martin. Mrs. Susan Records was absent. Also in attendance were Dr. Victor Mercurio, Superintendent and Mrs. Maryanne Crawford, Director of Administration.**

## **7:02p.m. Regular Meeting**

**The meeting was called to order by Dr. Deidre Gifford, Chair. Dr. Gifford announced there was a unanimous vote taken in executive session to approve the custodial contract.**

### **I. Pledge of Allegiance to the Flag**

**The meeting commenced with the Pledge of Allegiance to the Flag.**

### **II. Public Comments**

**There were no public comments.**

### **III. Approval of Minutes**

#### **a. Regular and executive for October 2, 2012**

**On a motion by Mr. Martin, which was seconded by Mr. Sommer, the Committee voted 4-2 to approve the minutes. Dr. Gifford and Mrs. Winters abstained.**

### **IV. Superintendent's Report**

**Dr. Mercurio noted the data for I-Parent has been cleaned up for Cole and EGHS. A letter will be sent out this week to notify parents. The EGHS Student Council will be planting 3,000 daffodils during their advisory period tomorrow. Planting will take place on Avenger Drive between 10:15-11:15a.m. East Greenwich Police will be stationed at the top of Avenger Drive. The town has also been notified of the planting. Tower Construction has completed a majority of the punch list at Meadowbrook Farms School. Marker boards should be in at the end of the month. Delta is working on the plumbing and has installed the unit ventilators. They are working on installing the digital controls. Mobile bookshelves have arrived and were distributed last week. October is National Principal's Month. Dr. Mercurio thanked all building level principals for their outstanding work. Dr. Mercurio checked into the lighting of the flag on Carcieri field. The flag is illuminated from above using solar lighting.**

### **V. School Committee Concerns**

**There were no concerns.**

### **VI. Action Items**

#### **a. Appointments**

**Mrs. Crawford noted Mrs. Walsh and Mr. Bouley will transition into their new jobs in the next month and she thanked the School Committee for their support. On a motion by Mr. Durant which was seconded by Mrs. Winters, the Committee voted 6-0 to approve the appointments.**

- 1. Paraprofessional .4FTE – Meadowbrook Farms-April Tandy**
- 2. Senior Accountant-Central Office-Tamara Walsh**
- 3. Fiscal Clerk-Central Office-Darrin Bouley**
- 4. Intramural Field Hockey Coach-Cole-Lisa Chambers**

**b. Resignation**

- 1. Cole Yearbook Advisor-Kelly Smith**

**On a motion by Mr. Durant, which was seconded by Mr. Sommer, the Committee voted 6-0 to approve the resignation. Mr. Martin said another staff member will apply for the position.**

**c. Job Posting**

- 1. Director of Student Services**

**Dr. Mercurio discussed the change in the organization configuration. He said it is in the best interest of the district to reinstate the position of Director of Student Services. This position will be responsible only for the duties connected with Student Services. The job will be posted immediately. The previous Assistant Superintendent wore multiple hats; one for curriculum and one for student support services. The district will look into using a consultant for curriculum work. Dr. Mercurio will look to other districts to see if there are resources that can be used. The Race to the Top Re-write is due at the end of the month. Mary Ann Snider**

from RIDE will be in the district on Thursday and may have additional information. Dr. Gifford noted there are three concerns: the change in the organizational structure, approval of job description, and how to address the curriculum gap. Dr. Mercurio explained the curriculum work involves the entire administrative team. Dr. Schenck has been working with the district to facilitate the teacher evaluation process. On a motion by Mr. Durant, which was seconded by Mr. Green, the Committee voted 6-0 to approve the job posting for Director of Student Services and the revised organizational chart.

#### **d. Custodial Job Descriptions**

New job descriptions were developed with input from administration and custodial

staff. Job descriptions had not been updated since 1970-1980. The new descriptions are more in line with current positions. The custodians, Mr. Wilmarth, and Mrs. Crawford were thanked for their work. On a motion by Mr. Durant, which was seconded by Mrs. Winters, the Committee voted 6-0 to approve the job descriptions.

#### **VII. Quarterly Financial Report**

Mrs. Crawford reviewed the YTD budget as of September 2012. Minor changes were made to the report including the addition of data from the average of the two prior years. 26.61% of the budget has already been spent. There are many encumbrances used for blanket purchase orders to cover purchases such as utilities and supplies. The WB Community Health Cumulative Fund Balance Report shows a \$94,982 deficit for the previous two months. Mrs. Crawford

**explained that the district hasn't had a bad year in three years and the costs may even out. Family dental has been capped at \$1200 per year. There may be a future drop in rates. Since the adoption of the new lunch policy, the overdue costs have gone down to \$1800.**

#### **VIII. School Committee Scholarship**

**Mr. Martin would like to present a check to the recipient of the School Committee Scholarship at the next meeting.**

#### **IX. School Committee Reports**

##### **a. Health and Wellness Committee- Mrs. Records, Chair**

**Due to Mrs. Records' absence, this item was tabled.**

#### **X. Adjournment**

**On a motion by Mr. Martin, which was seconded by Mr. Durant, the Committee voted 6-0 to adjourn at 7:30p.m.**

**CHRISTINE DIMEGLIO**

**SECRETARY**